

Anyone, Anywhere, Anytime

Sexual Harassment in the Workplace

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Any one, Any place, Any time

- ▣ Managing your career means
 - Protecting yourself by being aware
 - Knowledgeable of the policy and law
 - Developing skills to handle situations

Defining the terms

Sex Discrimination

- ▣ Sex Harassment is not sexual, it is harassment because of gender. This can be rude, abusive or intimidating behavior.
- ▣ Sexual Harassment it is harassment of a sexual nature
 - Quid pro quo - Latin for "this for that." It is requests for sexual acts in return for favoritism in employment.
 - Hostile Work Environment - behavior that creates a hostile, intimidating or offensive work environment.

Sexual Harassment is . . .

- ▣ About power, about intimidation, preserving the status quo, superiority and control.
- ▣ Exploitation of power, feeling that you can do anything you want to.
- ▣ Not about age or attractiveness.

Why Are We Still Talking About This?

- ▣ Because it still happens
- ▣ Prevention is the best medicine
- ▣ Renew our commitment of respectful treatment of all employees
 - USDA's Policy
 - NRCS's Policy
- ▣ To Provide information to employees and managers

Facts

- ▣ It can happen to any one, anywhere and any time.
- ▣ 85-95% who are harassed are women
- ▣ Men are harassed
- ▣ Its not about age or attractiveness
- ▣ Harassment starts as early as elementary school

Perceptions and Myths

- ❑ A women's natural place is in the home.
- ❑ A woman committed to the job rather than family is unwomanly.
- ❑ Women lack reason and are governed by emotion.
- ❑ Women should be subordinate to men.
- ❑ Women are not tough minded. Men need to take care of them.
- ❑ Only attractive women get harassed.
- ❑ Women who get harassed are asking for it.
- ❑ Men don't get harassed.
- ❑ Sexual harassment doesn't happen to managers and executives.
- ❑ Promiscuity leads to sexual harassment.
- ❑ Most sexual harassment happens only in women's minds.
- ❑ Women charge sexual harassment when they are in trouble on the job.

The Confusion is in the Roles

- ❑ Personal
 - Parent/grandparent
 - Sibling/cousin/friend
 - Child/grandchild
 - Spouse
 - Girl/boyfriend
- ❑ Professional
 - Boss – authority
 - Colleague – peer
 - Employee - subordinate

Sexual Harassment A Spectrum of Behavior Patterns

Visual	Verbal	Written
Ogling	Unwanted requests for dates, sex, etc.	Unwanted love poems
Staring	Questions about personal life	Unwanted love letters
Posters	Lewd comments	Obscene poems
Magazines	Dirty/sexual jokes	Unwanted cards
Flyers	Whistling	<small>Source: GE Fanuc Automation North America, Inc.</small>

Sexual Harassment A Spectrum of Behavior Patterns

Touching	Power	Threats	Force
Violating space	Relationships	Quid pro quo	Rape
Patting	Using position to request dates, sex, etc.	Demands	Physical Assault
Grabbing		Loss of Job	
Pinching		Selection Process	
Caressing			
Kissing			<small>Source: GE Fanuc Automation North America, Inc.</small>

Managers, what should you do?

- ❑ Know the agency's policy on sex discrimination.
- ❑ Make sure your staff knows that there is a "zero tolerance" for sex discrimination in NRCS.
- ❑ Take complaints seriously when an employee comes to you with a concern.
 - Contact HR to begin an investigation
 - Let the employees involved know their rights
 - Log on to http://eeoc.gov/types/sexual_harassment.html
- ❑ Provide training on sex discrimination yearly.
- ❑ Be observant, notice what is going on in your office.

Women, what should you do?

- ❑ Know and understand the law and agency's policy.
- ❑ Don't accept old standards of behavior.
- ❑ Be prepared to speak up on your behalf.
- ❑ Be prepared to be uncomfortable.
- ❑ Talk to and educate your children about harassment.
- ❑ Understand the definition of "unwelcome"

Men, what should you do?

- ▣ Know and understand the law and agency's policy. Compliance is mandatory.
- ▣ Understand how and why old standards of behavior may be offensive.
- ▣ Be prepared to speak up.
- ▣ Understand what "unwelcome" means
- ▣ Be prepared to be uncomfortable.
- ▣ Talk to and educate your children about harassment.

When you are out of the office. . .

- ▣ Workshops, conferences, travel, social gatherings
- ▣ Contractors, customers, partners

When you are harassed.

- ▣ You must respect yourself. You were hired to do a job not to be abused.
- ▣ Learn the difference between being assertive and being aggressive.
- ▣ If you need it, take assertiveness training.
- ▣ Read and understand the agency's policy, know your rights.

When you are harassed, con't.

- ▣ Talk to the harasser. You can:
 - Point to the sexual harassment poster and state "we have a policy against sexual harassment and it applies to you."
 - "I find your behavior/comments unacceptable."
 - "The only relationship I plan to have with you is a professional one so let's get back to work."
 - You are standing in my personal space, MOVE.
 - Would you say or do this to me if you spouse or child were here?

When you are harassed, con't.

- ▣ If the harassment does not end . . .
- ▣ Report harassment to your supervisor.
- ▣ Expect action, if there is none . . .
- ▣ Report harassment to the state conservationist, expect action, if there is none . . .
- ▣ Report harassment to Civil Rights Division in headquarters. Call 301-504-2181.

You have been confronted . . .

- ▣ You have been told that your behavior or comment is offensive.
 - What do you do?
 - Consider your self lucky. Why??

Confronted . . .

- ❑ A person who has been offended and feels they have been sexually harassed is not required to confront the person who offended them. They can file a complaint.
- ❑ So if you are approached and told your behavior/comment was offensive. Immediately assure the person it will not happen again.

Justification (Free Speech) Dealing with Excuses

- ❑ Sometimes people try to justify their offensive remarks or behaviors.

Justifying and making excuses

- ❑ **Freedom and freedom of speech** was never intended to give one person the right to hurt another person. Defamation, libel and slander laws protect people from being hurt by another person's words. In addition, when we accepted the offer to work at NRCS, we did it voluntarily. Part of taking a job is agreeing to do the assigned work and follow the rules of the organization. One of the rules is that discrimination and sexual harassment will not be condoned.
- ❑ NRCS hires employees to perform a variety of tasks. We are administrative, technical, professional, clerical, we are volunteers, we are students and we are of all grade levels. None of us were hired to be abused.
- ❑ However you handle these moments will enhance or destroy all efforts to provide a harassment-free workplace. You need to be prepared to deal with challenges and excuses.

Love and Attraction

- ❑ The fact that **people are attracted to each other** will not go away because USDA and NRCS has a sexual harassment policy.

Other workplace issues

- ❑ Sexual Orientation
- ❑ Family Care
- ❑ Religion
- ❑ Politics/affiliation
- ❑ Family/Parental Status
- ❑ Genetic information
- ❑ Retaliation

The Costs of harassment . . .

- ❑ Physical
 - Headaches, ulcers
 - No clear focus
- ❑ Psychological
 - Fear, anxiety, guilt
- ❑ Economic
 - Real illness cost \$ in lost wages, medical bills, costs of recruiting, training to replace lost employees
- ❑ Agency Reputation
 - Lost of talented employees
 - New students

Managing Your Career

- ▣ Whether you are an employee or manager, supervisor, partner or contractor you are responsible for your actions.
- ▣ You must protect yourself by being ready to act if a situation arises.
- ▣ Don't worry about making waves

Learn More About It By

Reading
Researching
Networking

References/Bibliography

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